

**PLANNING COMMISSION
MINUTES
AUGUST 15, 2017**
PLEASE TURN CELL PHONES TO VIBRATE

CALL TO ORDER

The Chairman called the meeting to order 6:30 pm. at the Delaware Township Municipal Building 116 Wilson Hill Rd. Dingmans Ferry.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: L. Glamann, R. Hough, S. Franks, L. A. Hines, R. Eldred, Solicitor Farley and Engineer Purgar.

Absent: T. Ryan and B. Errico

MINUTES

R. Hough made a motion to approve the August 1, 2017 minutes as presented. R. Eldred second the motion. With no further discussion, the motion was approved unanimously.

OLD BUSINESS

LAND DEVELOPMENT/ CONDITIONAL USE

Birchwood Lakes Community's Engineer from Cornerstone Engineering went down the latest letter from the township engineer, Boucher & James. There was a question on how the Commission wants in handling the boundaries, pins or monuments and where on the property line do we want them. It was determined monuments as the ordinance requires and putting them on the corners and the pivoting places of the property line. The property is an odd shape. There was discussion the lighting around the property. It appears to lighten mainly the maintenance property. The Chairman had concerns for the few surrounding



properties and the lighting spilling over onto those properties. It did not appear this would happen according to the plan. R. Eldred made a motion to send a recommendation to the Board of Supervisors to advertise the public hearing for Birchwood Lakes Community Association Conditional Use and Land Development for their new Maintenance Building on Tamarac Rd. and Evergreen Rd. R. Hough second the motion. With no further discussion the motion was passed unanimously.

The Chairman brought up the need to schedule the required walk through of the property location where the maintenance building will be going. September 5 at 10 am was the decided date and time for the walk through. L Glamann and LA Hines said they could definitely be there and would meet at the 739 entrance.

NEW BUSINESS

INFORMAL

The Planning Commission looked at the Delaware Ridge informal letter of intent to split a building to 2 offices. - Mr. Day, the owner of Delaware Ridge, pointed out he would be adding a door and restroom facility an existing building. He provided the number of parking spaces and the size of the septic. - The question remains is it a land development? The majority of the Commission did not interpret it as a land development. Most Everything is existing and set up for that amount of square footage to be used already. R. Hough made a motion to send a memo to the Zoning Officer, Shawn McGlynn, advising him that the Delaware Ridge project was not determined to be a land development. R. Eldred second the motion. With no further discussion, the motion was approved unanimously.

Blue Ridge Tree Service gave the Commission a letter of intent and is asking if his project is a land development? He purchased a 4.8 acre property with an existing building containing 5 offices within. It has a horse shoe driveway with a parking area of 40x100. 1) He wants to split 450 sq. ft. of the office space to rent; 2) clear an acre to store fire wood etc. 3) trim remaining area to be a park like area and give adequate space for remaining trees to grow, 4) store commercial equipment approximately 4 trucks.



Solicitor Farley pointed out that with the amount of lot clearing he is proposing he would need a permit from Conservation. The additional business of renting office space makes this a land development. R. Eldred made a motion to send a letter to Mr. Pirl informing him what he is proposing does qualify his project as a land development. R. Hough second the motion. With no further discussion the motion was approved unanimously.

LOT IMPROVEMENT

The Planning Commission reviewed the Wright lot improvement in Marcel Lake Estates 4-40413A. In finding the 1) reserve area not labeled with an owner's name; 2) the north arrow needs the year of meridian; 3) the set back lines need to be correct or not shown; (f 40', sides 12'6", rear 12'6") 4) 2nd description in the deed does not match the map; 5) the 2nd description in the deed does not match the map; deed says 9 degrees 45' 02" or 00" must match. R. Hough made a motion to send an incomplete letter citing the items found to be incorrect. L. A. Hines second the motion to send the incomplete letter. With no further discussion the motion was passed unanimously.

Ordinances

1. 107 – SALDO updates – review the 107 – 107.8-107.9 for next meeting. **TABLED**

The Board of Supervisors gave the directive for the Commission to work on standards for dog kennels ASAP. The Commission has samples from Dingman Township zoning ordinance and animals standards Solicitor Farley forwarded samples to review. The Planning Commission will review the standards to come up with some for our township. The Commission meets next on September 5, 2017.

Solicitor Farley asked the Secretary to email Luann from his office and have her pull the deed for the lady with the complaint. He wants to see if



they have any deed restrictions preventing the running of a business or keeping dogs.

ADJOURN

R. Hough made a motion to adjourn at 7:44 pm. R. Eldred second the motion. With no further discussion, the motion was approved unanimously.

Respectfully submitted,

Sharon Franks

Sharon Franks
Planning Secretary